

# City of Bethlehem Tax Bureau Business Registration Form

All businesses and/or employers located in the City of Bethlehem, Hanover Township Northampton County and the Borough of Freemansburg are required to register with the City of Bethlehem Tax Bureau.

Instructions: Complete this form for each business location, answering all questions in full. Mail completed form to City of Bethlehem Tax Bureau, 10 East Church Street, Bethlehem, PA 18018. Any questions—please call 610-865-7022.

		Tax Office Use Only	
		Account #	
Business Name		Federal EIN No.	
Legal Name (if different from Business Name)			
<b>BUSINESS LOCATION IN BETHLEHEM (do not use PO Box)</b>		Business Phone Number	Business Fax Number
Date Business Started at this Location:		<input type="checkbox"/> New Business <input type="checkbox"/> Change of Ownership <input type="checkbox"/> Re-location	
Type of Entity: <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Temporary Vendor <input type="checkbox"/> Other _____			

## List Principal Owners, Partners or Officers

Name	Home Address (No PO Box)	Social Security Number	Title

Mailing Info For Tax Forms	Contact Person		Title	
	Address		Phone Number	Fax Number
	Number of Employees:		Email	

**Special Notice:** All individuals and organizations should notify the Tax Bureau of any change in address, ownership, partnership, etc., promptly, so all records may be adjusted. If business is dissolved, please advise us within 30 days stating if same was liquidated or sold. If sold, give date, name and address of new owners.

Please provide a brief description of the type of business conducted at this location:

I hereby certify that the answers above are true and complete to the best of my knowledge, information and belief and are made in good faith.

Name (print clearly) \_\_\_\_\_ Phone # \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Title \_\_\_\_\_

**PLEASE USE REVERSE SIDE IF ADDITIONAL SPACE IS NECESSARY**